

To: Cooperative Library System Directors  
cc: System Administrative Council Chairs

From: Tom Andersen, CLSA Program Coordinator

Date: July 27, 2001

Subject: California Library Services Act: Statewide Data Base  
Subsidies, 2001/02

At its June 2001 meeting, the Library of California Board allocated 2001/02 funds to provide another year of subsidy payments in support of the CLSA Statewide Data Base program, with the following provisions for cooperative library systems:

- to encourage cooperative library systems to support regional resource sharing servers to link Z39.50-enabled local systems, and
- to require that any cooperative library system that accepts funding under this program agree not to charge a handling fee for lending material to a California public library.

To claim your reimbursement, complete and return the enclosed **Cooperative Library System Claim for CLSA Statewide Data Base Subsidy** form postmarked no later than **August 31, 2001**. Return it to:

Mickie Potter  
California State Library  
CLSA Program Office  
P.O. Box 942837  
Sacramento, CA 94237-0001

Please note: Once this year's subsidy claims have been processed, any remaining funds for this program have been allocated by the Board to other CLSA Statewide Data Base objectives and will be expended in accordance with those objectives. Therefore, **claims received after the August 31 deadline may not be honored**. If you have any questions, please do not hesitate to contact Tom Andersen at (916) 653-7391, email [tandersen@library.ca.gov](mailto:tandersen@library.ca.gov) or Sandy Habbestad at (916) 653-7532, email [shabbestad@library.ca.gov](mailto:shabbestad@library.ca.gov).

**CALIFORNIA LIBRARY SERVICES ACT  
STATEWIDE DATA BASE PROGRAM**

**2001/02**

**Cooperative Library System Claim for CLSA Statewide Data Base Subsidy**

Name of Cooperative Library System: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

You will be asked a series of questions below which will establish your eligibility, and then you will be asked to supply additional information which will be used to verify your claim. (Note: If your System cannot qualify for the regional server subsidy, you may continue to claim the \$69 OCLC subsidy. Should you choose this option, please use the **2001/02 Public Library Claim for CLSA Statewide Database Subsidy** form sent to you separately as an informational copy.)

**Part 1.      Qualification for Subsidy**

- A. Is there a regional resource sharing (Web-to-Z39.50 and/or interlibrary loan) server installed and operational in your cooperative library system as of July 1, 2001? (Note: The definition of regional server includes single-vendor shared integrated library systems.)

\_\_\_\_\_ Yes \_\_\_\_\_  
(please specify name of software/system)

URL \_\_\_\_\_

Can the holdings of at least 50% of your library system member libraries—or, alternately, 50% of the total public library holdings in your cooperative library system—be accessed via Z39.50 search? (In other words, is Z39.50 server software installed and operational on the integrated system(s) used at these libraries?)

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

- B. If your cooperative library system does not share an integrated library system, have you established and tested links (56 Kbps minimum) between your regional server and participating libraries' Z39.50 servers?

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

C. Have you established a high speed (56 Kbps minimum) connection between the Internet and the regional server?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

D. Have you identified regional level technical expertise to assist with server management and troubleshooting?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

E. Have you made arrangements for housing and management of the regional server?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

F. Has each participating library assigned knowledgeable technical staff who can devote 2-4 hours per week to linked systems activities on an ongoing basis?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

G. Does the regional server offer patrons direct, search-only access to the combined holdings of the participating libraries—from within their home libraries or over the World Wide Web? Search results must include bibliographic information and branch level holdings information.

\_\_\_\_\_ Yes

\_\_\_\_\_ No

If you answered Yes to items A-G, your cooperative library system qualifies for a regional resource sharing server subsidy of \$5,500. Continue with Part 2 below. If you do not qualify for this subsidy, please do not submit the form.

**Part 2. Subsidy Claimed**

\_\_\_\_\_ \$5,500 regional resource sharing server subsidy

**Part 3. Designation of Warrantee**

\_\_\_\_\_  
(authorized agency to receive, disburse, and account for CLSA)

\_\_\_\_\_  
(address)

**Part 4. Certification**

I hereby certify under penalty of perjury: That I am the duly authorized officer of the claimant herein, that this claim is in fact all true, correct, and in accordance with the law and that payment has not already been received for the amount claimed herein.

I further certify: That this cooperative library system will not charge a fee of any type for lending materials to any other CLSA participating public library or cooperative library system during the period covered by this CLSA Statewide Data Base subsidy, i.e. July 1, 2001 through June 30, 2002.

I further certify: That this cooperative library system will make revisions to local and regional service plans to reflect the availability of linked systems searching, to assess the impact of linked systems access on borrowing patterns and imbalances, and to address related services (e.g. delivery, common loan policies, etc.) that support resource sharing among project participants, and that such revisions will be completed no later than June 30, 2002.

System Name: \_\_\_\_\_

\_\_\_\_\_  
(Signature of System Coordinator or Fiscal Agent)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(title)

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*CLSA Statewide Data Base Subsidy*

*For CLSA use only*

Amount awarded: \_\_\_\_\_

Approval: \_\_\_\_\_  
(CLSA Program Coordinator)

Date: \_\_\_\_\_